



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

President - Chris Steele • Vice-President - Kevin Graves • Director - Jim Mattison • Director - Mark Simon • Director - Ray Tetreault

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY CSD
Wednesday September 19, 2012
REGULAR MEETING 7:00 P.M.
1800 Willow Lake Road, Discovery Bay, California
Website address: www.todb.ca.gov**

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

Call business meeting to order – 7:00 p.m. by President Steele
Pledge of Allegiance – Led by Director Tetreault
Roll Call – All Present

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

None

C. PRESENTATIONS

None

D. PRESIDENT REPORT AND DIRECTORS' COMMENTS

Vice-President Graves – Provided his report and the details of the East Contra Costa Fire Protection District meeting dated September 10, 2012

Provided his report and the details of the Contra Costa County Aviation Advisory Committee meeting dated September 13, 2012

President Steele – Provided his report and the details of the Byron Union School District meeting dated September 6, 2012.

E. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Minutes of previous Regular meeting dated September 5, 2012
2. Register of District Invoices
3. Annual Conference of the California Special District Association (CSDA)

Motion by: Director Simon to approve the Consent Calendar

Second by: Director Tetreault

Vote: Motion Carried – AYES: 5, NOES: 0

F. NEW BUSINESS AND ACTION ITEMS

1. Approve Purchase of One (1) Aero-Mod Belt Press for Bio Solids production project

General Manager Howard – Provided the details of item F-1

Motion by: Director Tetreault to approve the Purchase of the Aero-Mod Belt Press for Bio Solids production project in the amount of \$241,000.00

Second by: Vice-President Graves

Vote: Motion Carried – AYES: 5, NOES: 0

2. Purchase of two (2) Thermo-System Active Solar Drying System Chambers

General Manager Howard – Provided the details of item F-2

Water and Wastewater Manager Koehne – Provided additional details of item F-2

There was discussion between the Board and the Water and Wastewater Manager

Motion by: Vice-President Graves to approve the purchase of the two (2) Thermo-System Active Solar Drying System Chambers in the amount of \$1,100,000.00 plus tax

Second by: Director Simon

Vote: Motion Carried – AYES: 5, NOES: 0

3. Amend the Town of Discovery Bay Community Services District Position Schedule

General Manager Howard – Provided the details of item F-3

There was discussion between the General Manager, Legal Counsel, and the Board

Motion by: Director Simon to amend the Town of Discovery Bay Community Services District Position Schedule

Second by: Director Mattison

Vote: Motion Carried – AYES: 5, NOES: 0

G. VEOLIA REPORT

Project Manager Berney Sadler – Provided the details for the August Monthly Operations Report. There was discussion between the Veolia Project Manager, the Water and Wastewater Manager, the General Manager, and the Board

H. MANAGER'S REPORTS

None

I. GENERAL MANAGER'S REPORT

1. Sub-Committee Calendar

General Manager Howard - Provided details of item I-1 along with the palm tree trimming project with the new Town of Discovery Bay CSD Genie 50' Towable Boom Lift

There was discussion between the General Manager and the Board

J. DISTRICT LEGAL COUNSEL REPORT

Legal Counsel Schroeder – The Board meet for a Special meeting at 6:00 p.m. for a Closed Session regarding action item D-1. All five (5) Board members were present during the entirety of the Closed Session and there was no reportable action.

K. COMMITTEE UPDATES

General Manager Howard – Provided an update from the Communications Subcommittee that meet before the September 19, 2012 Board meeting

L. CORRESPONDENCE-Discussion and Possible Action

1. R – Contra Costa County Aviation Advisory Committee meeting minutes dated June 14, 2012
2. R – East Contra Costa Fire Protection District meeting minutes dated August 6, 2012
3. R – East Contra Costa Fire Protection District meeting minutes dated August 29, 2012

M. PUBLIC RECORD REQUESTS RECEIVED

N. FUTURE AGENDA ITEMS

1. Acknowledge and Honor former Director Robert (Bob) Doran

O. ADJOURNMENT

The meeting adjourned at 7:40 p.m. to the next Regular meeting of October 3, 2012 starting at 7:00 p.m. at 1800 Willow Lake Road-Located behind the Delta Community Presbyterian Church.

//cmc – 09.26.12

<http://www.todb.ca.gov/content/agenda-and-minutes/>